



Commercial Inspections Requirements

The following is a general list of inspections that may be required on your project. Please note that some of the inspections listed below may not be required for your project.

PLEASE REFER TO THE PLANS REVIEW LETTERS WHICH ARE PROVIDED FOR THE BUILDING PERMIT AND ALL AUXILIARY PERMITS. THE PLANS REVIEW LETTERS CONTAIN INFORMATION THAT IS CRITICAL TO THE SUCCESSFUL COMPLETION OF YOUR PROJECT.

INSPECTION TYPE	WHEN PERFORMED	PERFORMED BY	CONTACT
FOOTING ^{1,8}	AFTER INSTALLATION OF REINFORCEMENT AND BEFORE PLACEMENT OF CONCRETE	COMMERCIAL BUILDING INSPECTOR OR ENGINEER	(804) 751-4990
FOUNDATION ¹	PRIOR TO PLACEMENT OF FOUNDATION SILL PLATES. (FRAME BUILDINGS ON CRAWL SPACE OR OVER BASEMENT)	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
SLAB ¹	AFTER APPROVAL OF ALL SUB-TRADE GROUND WORK AND AFTER INSTALLATION OF REINFORCEMENT, VAPOR BARRIER AND PERIMETER INSULATION (IF REQUIRED) AND PRIOR TO PLACEMENT OF CONCRETE	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
FRAMING ^{1,9}	AFTER APPROVAL OF ALL SUB-TRADE ROUGH-INS AND PRIOR TO CONCEALING WALLS (HANGING DRYWALL)	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
VENEER (FOR WOOD FRAME STRUCTURES) ¹	AFTER INSTALLATION OF EXTERIOR WINDOWS AND DOORS AND PRIOR TO PLACING EXTERIOR WALL COVERING	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990

ABOVE CEILING	AFTER INSTALLATION OF CEILING GRID AND PRIOR TO INSTALLING DROPPED CEILING PANELS	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
SPRAY-ON FIREPROOFING ^{1,10}	AFTER INSTALLATION OF CEILING GRID AND ALL ABOVE CEILING EQUIPMENT AND PRIOR TO INSTALLATION OF DROPPED CEILING PANELS	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
DRAFTSTOPPING	AFTER INSTALLATION OF REQUIRED DRAFTSTOPPING MATERIAL (CAN BE COMBINED WITH FRAMING INSPECTION)	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
FIRESTOPPING	AFTER INSTALLATION OF REQUIRED FIRESTOPPING MATERIAL AND PRIOR TO CONCEALMENT (CAN BE PERFORMED DURING FRAMING INSPECTION)	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
INSULATION	AFTER FRAMING INSPECTION AND PRIOR TO CONCEALMENT	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
FIRE DOOR DROP	AFTER INSTALLATION OF FIRE DOOR AND ASSOCIATED EQUIPMENT	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
CURTAIN WALL PERIMETER FIRESTOPPING	PRIOR TO CONCEALMENT	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
ELEVATOR SHAFT WALL	PRIOR TO INSTALLING CARS	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990
FINAL	AFTER ALL SUB-TRADE APPROVALS	COMMERCIAL BUILDING INSPECTOR	(804) 751-4990

FIREPLACE THROAT (FOR STRUCTURES WITH MASONRY FIREPLACES)	AFTER SMOKE CHAMBER HAS BEEN CONSTRUCTED AND PRIOR TO COMPLETION OF CHIMNEY ABOVE SMOKE CHAMBER	COMMERCIAL BUILDING INSPECTOR	(804) 751- 4990
DRAIN TILE AND WATERPROOFING (FOR STRUCTURES WITH BELOW GRADE USABLE SPACE) ¹	PRIOR TO BACKFILLING	COMMERCIAL BUILDING INSPECTOR	(804) 751- 4990
PRE-FAB FIREPLACE (THIS INSPECTION IS TYPICALLY FOR APARTMENT UNITS)	AFTER INSTALLATION OF REQUIRED CHIMNEY / VENT SHAFT AND PRIOR TO CONCEALMENT	COMMERCIAL BUILDING INSPECTOR	(804) 751- 4990
PLUMBING GROUNDWORK	AFTER INSTALLATION OF BELOW-SLAB PLUMBING PIPING AND PRIOR TO COVERING WITH SLAB BASE MATERIAL	COMMERCIAL PLUMBING INSPECTOR	(804) 751- 4990
PLUMBING ROUGH-IN (INSPECTION OF DRAIN, WASTE, VENT AND WATER DISTRIBUTION PIPING)	PRIOR TO CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751- 4990
SEWER LINE & CONNECTION (INSPECTION OF BUILDING SEWER LINE FROM THE BUILDING TO THE SEWER LATERAL)	PRIOR TO BACKFILLING TRENCH	COMMERCIAL PLUMBING INSPECTOR	(804) 751- 4990
WATER LINE & CONNECTION (INSPECTION OF THE WATER SUPPLY LINE FROM THE BUILDING TO THE METER)	PRIOR TO BACKFILLING TRENCH	COMMERCIAL PLUMBING INSPECTOR	(804) 751- 4990
STORM DRAINS (INSPECTION OF ROOF DRAINAGE SYSTEM INCLUDING LEADERS AND CONNECTORS)	PRIOR TO CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751- 4990

BACKFLOW DEVICE	AFTER INSTALLATION OF BACKFLOW PREVENTION DEVICES	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
BOILER	AFTER INSTALLATION OF BOILER	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
MONITORING MANHOLE	AFTER INSTALLATION OF SAMPLING MANHOLE AND PRIOR TO CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
GREASE TRAP	AFTER INSTALLATION OF TRAP AND PRIOR TO CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
PLUMBING FINAL	AFTER COMPLETION OF ALL PLUMBING AND INSTALLATION OF ALL PLUMBING FIXTURES, EQUIPMENT AND APPLIANCES AND BEFORE THE FINAL BUILDING INSPECTION. HOT AND COLD WATER REQUIRED.	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
GAS ROUGH-IN (INSPECTION OF ALL GAS PIPING AND PRESSURE TEST)	PRIOR TO CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
GAS PIPE GROUNDWORK	PRIOR TO CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
GAS PRODUCT LINE (FOR INSTALLATIONS UTILIZING PROPANE)	AFTER INSTALLATION OF GAS LINE FROM TANK AND BEFORE CONCEALMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
PROPANE TANK	AFTER INSTALLATION OF TANK	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
FINAL GAS	AFTER INSTALLATION AND CONNECTION OF ALL GAS EQUIPMENT	COMMERCIAL PLUMBING INSPECTOR	(804) 751-4990
ELECTRICAL GROUNDWORK (INSPECTION OF CONDUIT AND CONDUCTORS)	AFTER INSTALLATION OF CONDUIT AND CONDUCTORS IN TRENCHES OR IN SLAB BASE MATERIAL AND	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990

	PRIOR TO BACKFILLING TRENCH OR COVERING WITH SLAB BASE MATERIAL		
ELECTRICAL ROUGH-IN (WALL)	PRIOR TO CONCEALMENT	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990
ELECTRICAL ROUGH-IN (CEILING)	PRIOR TO INSTALLATION OF CEILING TILES	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990
TEMPORARY CURRENT	AFTER INSTALLATION OF THE REQUIRED GFCI PROTECTED CIRCUIT	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990
TEMPORARY POLE	AFTER INSTALLATION OF POLE AND PANEL	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990
SITE LIGHTING UNDERGROUND ⁷	AFTER INSTALLATION OF CONDUIT AND CONDUCTORS AND PRIOR TO BACKFILLING TRENCH	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990
ELECTRICAL FINAL	AFTER COMPLETE INSTALLATION OF ELECTRICAL SYSTEM AND PRIOR TO THE FINAL BUILDING INSPECTION	COMMERCIAL ELECTRICAL INSPECTOR	(804) 751-4990
MECHANICAL ROUGH-IN	AFTER INSTALLATION OF AIR HANDLING DUCT AND PRIOR TO CONCEALMENT	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
SMOKE DETECTOR LOCATION	BEFORE PLACEMENT OF DUCT / UNIT DETECTORS (INSPECTOR WILL IDENTIFY LOCATIONS FOR DETECTORS)	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
SMOKE DETECTOR TEST	AFTER INSTALLATION OF DETECTORS	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
DAMPER DROP	AFTER INSTALLATION OF SMOKE / FIRE DAMPERS	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990

KITCHEN HOOD & EXHAUST DUCT	AFTER INSTALLATION OF HOOD & EXHAUST DUCT	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
DISHWASHER HOOD & EXHAUST DUCT	AFTER INSTALLATION OF HOOD & EXHAUST DUCT	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
SPRAY PAINT BOOTH & DUCT	AFTER INSTALLATION OF SPRAY BOOTH AND EXHAUST DUCTS	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
WALK-IN COOLER / FREEZER	AFTER INSTALLATION OF UNIT	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
SMOKE REMOVAL TEST	AFTER INSTALLATION OF SMOKE REMOVAL SYSTEM AND CONTROL CIRCUITRY	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
SHAFT FIRE DAMPER	AFTER INSTALLATION OF REQUIRED DAMPERS IN SHAFTS	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
SHAFT DUCT ONLY	AFTER INSTALLATION OF DUCT IN SHAFT	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
FIRE DAMPER INSTALLATION	AFTER INSTALLATION OF FIRE DAMPERS (CAN BE COMBINED WITH DAMPER DROP)	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
ELEVATOR SHAFT EXHAUST	AFTER COMPLETION OF ELEVATOR SHAFT EXHAUST SYSTEM	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
MECHANICAL FINAL	AFTER COMPLETE INSTALLATION OF ALL MECHANICAL EQUIPMENT AND BEFORE THE FINAL BUILDING INSPECTION	COMMERCIAL MECHANICAL INSPECTOR	(804) 751-4990
FIRE PROTECTION UNDERGROUND - HYDROSTATIC PRESSURE TEST ²	AFTER INSTALLATION OF UNDERGROUND PIPING AND PRIOR TO CONCEALMENT	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404

FIRE PROTECTION UNDERGROUND FLUSH ²	AFTER APPROVAL OF HYDROSTATIC PRESSURE TEST AND PRIOR TO CONNECTION TO SPRINKLER OR STANDPIPE RISER AND / OR FIRE PUMP.	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE PROTECTION UNDERGROUND - THRUST BLOCKING / RESTRAINT DEVICES ²	AFTER INSTALLATION OF UNDERGROUND PIPING AND PRIOR TO CONCEALMENT	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE PROTECTION UNDERGROUND - VAULT COATING ²	AFTER INSTALLATION OF VAULT WATERPROOFING AND PRIOR TO CONCEALMENT	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE PROTECTION UNDERGROUND - VAULT COMPLETION ²	AFTER COMPLETION OF VAULT	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE SPRINKLER SYSTEM - COURTESY HYDROSTATIC PRESSURE TEST ²	AFTER INSTALLATION OF SPRINKLER PIPING AND PRIOR TO CONCEALMENT OR INSTALLATION OF DROPPED CEILING	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE SPRINKLER SYSTEM - FINAL HYDROSTATIC PRESSURE TEST ²	UPON COMPLETION OF THE SYSTEM INSTALLATION	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE SPRINKLER SYSTEM - DRAINS & ALARMS ²	UPON COMPLETION OF THE SYSTEM INSTALLATION	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE SPRINKLER SYSTEM - FINAL WALK-THRU / HEAD PLACEMENT ²	UPON COMPLETION OF THE SYSTEM INSTALLATION	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
FIRE PUMP (PUMP ROOM GENERAL, PUMP ACCEPTANCE TEST, PUMP POWER SUPPLY) ²	AFTER HYDROSTATIC PRESSURE TEST AND FLUSH OF FIRE PROTECTION UNDERGROUND AND COMPLETE INSTALLATION OF PUMP, DRIVER AND CONTROLLER	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404

FIRE ALARM (FACP TEST, INITIATING DEVICE TEST, AUXILIARY FUNCTIONS TEST, COMMUNICATIONS TEST - DAC) ²	UPON COMPLETION OF THE SYSTEM INSTALLATION	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
COMMERCIAL COOKING APPLIANCE HOOD SUPPRESSION SYSTEM - (FULL DISCHARGE TEST, EQUIPMENT SHUTDOWN, FAN OPERATION, EQUIPMENT LAYOUT AND COVERAGE) ²	UPON COMPLETION OF THE SYSTEM INSTALLATION INCLUDING ALL APPLIANCES AND FUEL SOURCES AND AFTER MECHANICAL INSPECTION OF HOOD AND DUCT	FIRE & LIFE SAFETY INSPECTOR	(804) 748-1404
PLANNING DEPARTMENT FINAL ³	AFTER COMPLETION OF ALL IMPROVEMENTS	PLANNING INSPECTOR	(804) 748-1050
ENVIRONMENTAL ENGINEERING DEPARTMENT FINAL ⁴	AFTER COMPLETION OF ALL IMPROVEMENTS	ENVIRONMENTAL ENGINEERING INSPECTOR	(804) 748-1035
UTILITIES DEPARTMENT FINAL ⁵	AFTER COMPLETION OF ALL IMPROVEMENTS	UTILITIES INSPECTOR	(804) 748-1271
HEALTH DEPARTMENT FINAL ⁶	AFTER COMPLETION OF ALL IMPROVEMENTS	HEALTH INSPECTOR	(804) 748-1691

Note 1. See accompanying requirements for ***Special Inspections***.

Note 2. **48 hours advance notice** is required when scheduling inspections for **Fire Protection Systems**.

Note 3. **5 days advance notice** is required when scheduling the **Planning Department** final inspection.

Note 4. **24 hours advance notice** is required when scheduling the **Environmental Engineering Department** final inspection.

Note 5. **48 hours advance notice** is required when scheduling the **Utilities Department** final inspection.

Note 6. **48 hours advance notice** is required when scheduling the **Health Department** final inspection.

Note 7. Site lighting permits shall be separate from the electrical permit(s) for the structure.

Note 8. Footing inspections can be performed by the Commercial Building Inspector or the County will accept a sealed report from an approved registered design professional.

Note 9. Structural wood framing not subject to special inspections per the VUSBC section 1705 can be inspected by the Commercial Building Inspector or the County will accept a sealed report from an approved registered design professional. However, a framing inspection shall be performed by the Commercial Building Inspector in addition to any framing inspection performed by a registered design professional.

Note 10. For buildings requiring special inspections per the VUSBC section 1705, spray-on fireproofing shall be inspected by an approved registered design professional.